



CITY OF ATLANTA

Job Announcement

WASTEWATER COLLECTION SUPERINTENDENT

STARTING SALARY: \$51,739

Salary Grade: 27

Applications Accepted From: June 20, 2005 until July 1, 2005

Minimum Requirements*

Applicants for this position must have a Bachelor's degree in Business/Public Administration, Engineering or a related field; and four (4) years of progressively responsible supervisory experience in wastewater collections system engineering, construction, or maintenance; or any equivalent combination of education training and experience, which provides the requisite knowledge, skills, and abilities for this job.

Licenses and Certificates

Possession of a valid Georgia Wastewater Collection System License, or obtain a valid license within 2 years of appointment. Also, possession of a valid Georgia driver's license must be verifiable at the time of application.

Duties of the Job:

This employee supervises, directs, and evaluates assigned staff, handling employee concerns and problems, directing work counseling and disciplining employees when necessary, and completing employee performance appraisals; Plans, directs, and supervises the day to day wastewater collections operations; responds to major wastewater collection emergencies; Prepares budget that includes record keeping and analysis functions; monitors same to ensure compliance. Monitors the utilization of personnel, equipment, and materials to ensure maximum resource application. Offers advice and counsel to constituents, City Council Members and Staff, Mayor's Office, etc., regarding sewer system problems and complaints.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday

Resumes not accepted in lieu of application.

Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2107 Atlanta, GA 30303

Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

The hiring authority will contact only those applicants they deem most appropriate for the position within 30 days of the expiration of this bulletin. No other communication will be sent regarding the status of your application.

The Examination For This Job Will Consist Of An Evaluation of Applicant Training And Experience

*Verification will be required prior to appointment.

06/20/2005

312291

PS#002031